



TOWN OF CHESHIRE

Primary Operator

General Purpose:

The Water Department Primary Operator performs skilled manual labor in the operation of the water supply and pumping facilities. Works under the direction of the Water Commissioners and the Town Administrator (day-to-day operations)

ESSENTIAL FUNCTIONS:

(The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Responsible for the day-to-day operations and assignments of the Public Water Supply (PWS), under the purview of obtained licenses.
- In conformance with Federal and State Clean Water Acts, monitor the safe and efficient pumping and distribution of the district's water supply. Adhere to water system master plan; plan for repair, cleaning and maintenance of the water system, pumping stations and all Water Department equipment.
- Oversee technical operations of pumping and treatment systems to ensure adequate supplies and delivery of water and proper mineral and bacteriological levels. Ensure proper testing of water for submission of related reports and records to Town, State and Federal agencies/officials, and maintain liaison with Massachusetts Water Resources Division (DEP) and other state and federal agencies with jurisdiction over water services and related issues.
- Develop and maintain accurate on-site drawings, and project ties to all infrastructure repaired, replaced, or installed for records.
- Attend trainings/classes/seminars for license and certification renewals.
- Performs Water Department maintenance and repairs to machinery, hydrants, meters and property. Reads meters, replaces meters, meter sets and backflow prevention devices.
- Clean, flush, disinfect and test distribution piping, tanks, hydrants, and keep abreast of changes in drinking water and safety regulations, under the purview of appurtenance.
- Prepare and submit a variety of Water Department reports and records related to operations and activities. Prepare annual Water Department report and other reports as required by District, State and Federal agencies/officials. Confer with Town officials/departments, etc. in



- Support of Department operations; attend board meetings and public hearings to provide technical information and to respond to inquiries, requests and complaints. Respond to day-to-day citizen inquiries, requests and complaints involving Water Department operations, referring unresolved issues to the Water Commissioners.
- Any other duties as assigned by the Water Commissioners and Town Administrator.

Physical Requirements/Work Location:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the position's essential functions.

- Frequent moderate physical effort required, ability to lift up to 100 pounds.
- Ability to work in confined areas, inside and outside, in all weather conditions.
- Must be available for water line breaks and other related emergencies that occur after regular working hours when necessary.

Qualifications:

- High school diploma or equivalent
- Two – Five Years' experience in water works construction and maintenance or any equivalent of education and experience preferred.
- Class D Driver's License
- Hoisting Engineers License, Grade 2B or Higher (or obtain license within six (6) months from date of hire or at the discretion of the Town of Cheshire.)
- Class 1 Water Distribution License
- Class 1 Water Treatment License
- Backflow Prevention Device Testing License
- Cross Connection Surveyor License (or obtain this license within eighteen (18) months from date of hire or at the discretion of the Town of Cheshire).

Physical Requirements:

Work requires frequent strenuous physical effort at times. Work may have to be performed under adverse conditions at all hours of the day. On-call always and may require working for an extended period in situations such as snowstorms, severe weather, main breaks, etc.

The physical demands described here are a representation of those that must be met by an employee to successfully perform the essential job functions of this job.



Non-Discrimination Clause:

No individual shall be denied any rights guaranteed pursuant to local, state and/or federal law based on race, color, religion, national origin, sexual orientation, gender, gender identity, or disability.

The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this position. They are not intended to be an exhaustive list of all responsibilities, duties, and skills required. This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and/or requirements of the job change.